



AGENDA

HOME RULE CHARTER COMMISSION MEETING

JANUARY 14, 2020 @ 7:00 P.M.

Notice is hereby given the Home Rule Charter Commission (HRCC) for the City of Parker will meet in a Regular Meeting on Tuesday, January 14, 2020 at 7:00 P.M. at the Parker City Hall, 5700 E. Parker Road, Parker, Texas, 75002.

CALL TO ORDER – Roll Call and Determination of a Quorum

PLEDGE OF ALLEGIANCE

AMERICAN PLEDGE: I pledge allegiance to the flag of the United States of America; and to the republic for which it stands, one nation under God, indivisible with liberty and justice for all.

TEXAS PLEDGE: Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.

PUBLIC COMMENTS The City Council invites any person with business before the Council to speak to the Council. No formal action may be taken on these items at this meeting. Please keep comments to 3 minutes.

INDIVIDUAL CONSIDERATION ITEMS

1. CONSIDERATION AND APPROVAL OF MEETING MINUTES FOR NOVEMBER 12, 2019. [BARRON] [TABLED]
2. CONSIDERATION AND APPROVAL OF MEETING MINUTES FOR DECEMBER 10, 2019. [BARRON]
3. REVIEW 2020 MEETING SCHEDULE. [MACDUFF]
4. WORK SESSION [MACDUFF]
 - DISCUSSION REGARDING FORM OF GOVERNMENT
 - DISCUSSION AND/OR APPROPRIATE ACTION ON QUESTIONS SUBMITTED FOR SELECTED HOME RULE CITIES
 - DISCUSSION AND/OR APPROPRIATE ACTION ON A PREAMBLE
 - DISCUSSION AND/OR APPROPRIATE ACTION ON SURVEY INFORMATION
 - DISCUSSION AND/OR APPROPRIATE ACTION ON HRCC VICE CHAIR KERCHO'S SPREADSHEET COMPARISONS

ROUTINE ITEMS

5. FUTURE AGENDA ITEMS
6. ADJOURN

In addition to any specifically identified Executive Sessions, Council may convene into Executive Session at any point during the open meeting to discuss any item posted on this Agenda. The Open Meetings Act provides specific exceptions that require that a meeting be open. Should Council elect to convene into Executive Session, those exceptions will be specifically identified and announced. Any subsequent action, as a result of this Executive Session, will be taken and recorded in open session.

I certify that this Notice of Meeting was posted on or before January 10, 2020 by 5:00 p.m. at the Parker City Hall, and as a courtesy, this Agenda is also posted to the City of Parker Website at www.parkertexas.us.

Date Notice Removed

Patti Scott Grey
City Secretary

The Parker City Hall is Wheelchair accessible. Sign interpretations or other special assistance for disabled attendees must be requested 48 hours in advance by contacting the City Secretary's Office at 972 442 6811.



Council Agenda Item

Item 1
C'Sec Use Only

Budget Account Code:	Meeting Date: January 14, 2020
Budgeted Amount:	Requestor: HRCC
Fund Balance-before expenditure:	Prepared by: HRCC Secretary Barron
Estimated Cost:	Date Prepared: December 17, 2019
Exhibits:	Proposed Minutes

AGENDA SUBJECT

APPROVAL OF MEETING MINUTES FOR NOVEMBER 12, 2019. [BARRON]

SUMMARY

Please review the attached minutes. If you have any questions, comments, and/or corrections, please contact the City Secretary at PGrey@parkertexas.us prior to the Home Rule Charter Commission meeting.

POSSIBLE ACTION

HRCC may direct staff to take appropriate action.

Inter – Office Use			
Approved by:			
HRCC Secretary:	<i>Billy Barron</i>	Date:	01/09/2020
City Attorney:		Date:	
HRCC CHAIR	<i>Tom Macduff</i>	Date:	01/10/2020

MINUTES
HOME RULE CHARTER COMMISSION (HRCC) MEETING
November 12, 2019

CALL TO ORDER – Roll Call and Determination of a Quorum

The Home Rule Charter Commission (HRCC) met on the above date. Chair Macduff called the meeting to order at 7 p.m. and noted there was a quorum. Alternate Terry Lynch stepped in to replace Commissioner Fecht due to his absence.

HOME RULE CHARTER COMMISSION MEMBERS AND ALTERNATES

HRCC Members

- ✓ 1. Z Marshall
- ✓ 2. James A. “Andy” Redmond
- ✓ 3. Billy Barron (Secretary)
- ✓ 4. David Gilmore
- ✓ 5. Tom Macduff (Chair)
- ✓ 6. Randy Kercho
- ✓ 7. Homer Adams II
- X 8. Todd Fecht
- X 9. Scott Livesay

HRCC Alternates

- ✓ 1. Terry M. Lynch (Replacing Commissioner Fecht for this meeting)

PLEDGE OF ALLEGIANCE

AMERICAN PLEDGE: Billy Barron led the pledge.

TEXAS PLEDGE: Homer Adams led the pledge.

PUBLIC COMMENTS

Absent Commissioner Livesay sent an email which is an exhibit to these minutes.

INDIVIDUAL CONSIDERATION ITEMS

1. CONSIDERATION AND APPROVAL OF MEETING MINUTES FOR OCTOBER 20, 2019. [BARRON]

MOTION: Commissioner Marshall moved to approve the consent agenda. Vice Chair Kercho seconded. Motion carried unanimously.

2. DISCUSS FUTURE 2020 MEETING DATES/TIMES [MACDUFF/SHELBY]

The next meeting will be December 10th at 7PM. The next two meetings after that will be January 14th and 28th also at 7PM.

City Attorney Brandon Shelby will no longer be the legal advisor for the Commission due to scheduling and conflict of interest concerns. Former Mayor Pro Tem and HRCC Chairman Scott Levine will take over this role.

3. WORK SESSION. [MACDUFF/SHELBY]

Commissioner Gilmore said that the commission should write job descriptions for Mayor, City Administrator/Manager, and Council instead of just picking a form of government first. The form of government would be a result of those descriptions.

Commissioner Adams had previously stated general law in the previous meeting, but now probably prefers City Administrator over City Manager.

Commissioner Marshall stated that if the Commission is going to stay with Mayor Council form of government, it may not be worth the time and effort to continue this process unless the Commission can come up with some strong reasons why Home Rule is better. Commissioner Barron said that every person he had spoken to around town that wasn't present was in favor of the Charter and the Council-Manager form of government. Vice Chair Kercho felt that there was enough weight on Home Rule to go with it over General Law.

Chair Macduff reminded the Commission that all our surrounding cities are Council-Manager.

Vice Chair Kercho has been developing a spreadsheet comparing the governments of Lucas (Council-Manager), Prosper (Council-Manager), Katy (Mayor-Council) and Parker (General Law). He stated that it was clear the Commission had a lot of work ahead to write the Charter. He hopes that he can present this spreadsheet at the next HRCC meeting. He did note that Parker had fewer checks on Mayor than Katy did.

Commissioner Marshall said Home Rule is not a hot bed topic in town. The Commission will need to explain it to the citizens.

Chair Macduff asked all the Commissioners to fill out the survey in the HRCC binder before the next meeting.

The commission reviewed the questions list for other cities. Many questions were removed as they either could be answered by reading the charter or were state law requirements.

Chair Macduff stated that the Preamble needs to state who we are as a city.

ROUTINE ITEMS

4. FUTURE AGENDA ITEMS

Not discussed

5. ADJOURN

Chair Macduff adjourned the meeting at 8:06 p.m.

Minutes Approved on 14th day of January, 2020.

Chairperson Tom Macduff

Commission Secretary Billy Barron

Attest:

City Secretary Patti Scott Grey

Exhibit(s):

**1- Commissioner
Livesay Email**

From: [Scott & Therese Livesay](#)
To: [Patti Grey](#); [REDACTED]
Subject: HRCC Meeting on November 12th
Date: Sunday, November 10, 2019 11:54:07 AM

Tom / Randy:

First, my apologies, but I will not be attending the HRCC Meeting this Tuesday, November 12th. Unfortunately, there has been a death in my family and the funeral will be on Tuesday.

I was looking forward to engaging in a conversation about the following topics which I believe pertinent, and would appreciate it if you would offer this to the commission for discussion.

I believe that we will continue to require the City Council and the Major of the City of Parker to be residence of the City, whether we set the residency criteria to be twelve months or twenty four months. Given we continue with that criteria, it would seem reasonable to assume we will continue to have mayoral candidates that run for that office. A City Manager or City Administrator on the other hand isn't required to live in the City of Parker, but is rather brought here for their expertise in a paid position. It would probably restrict our candidate pool if we required those positions to be citizens of the City of Parker.

Given these statements reflect the premise going forward, I have a concern for the need to make the Mayor's position a compensated position. First, of course, is the requirement for the Mayor to reside In the City. It doesn't seem likely that a mayoral candidate would move to the City for a paid position, unless the salary was very attractive (6 digits plus). The result will be we remain with the mayoral candidates that are Parker citizens, as we have in the past. Part of the drive to compensating the position is based on the increasing complexity expected as Parker grows in population. That seems to be further out than in the two or three years, and raises questions about what becomes more complex in the Parker structure when there is 6,000 population versus 4,000 population. I don't see the added population driving a dynamic shift in the mayors requirements. As mentioned last month, this seems to be a solution that we can engage, but it also seems a resolution to a problem we haven't encountered to date. It may be prudent to go forward without the salaried position requirements, and leave that for amendments to the Charter if the necessity develops.

In discussing the merits of a Manager/Council versus a Mayor/Council last month, there was mention of the concern about the authority for a City Manager and how to constrain it. This embodies the concern that Parker is relatively unique in its rural approach, not having businesses with taxes and concessions, traffic and parking concerns, and associated fire and police activity that go with it. The conversation last month discussed concerns of a City Manager having capabilities that could alter how Parker is structured,

deals with contractors/developers, utility considerations, and so forth. As we talk through this, consider that an experienced City Manager would likely come from an environment different than Parker, which is what we discussed wanting to constrain. Again, maybe we consider changing the government structure in a future amendment versus changing it in the initial conversion to Home Rule, which would not drive the inclusion of restrictions and conditions. Part of our discussion was the control the City Council has over a City Manager, which is to remove him/her from their position if the council finds fault in their actions. However, the City may still be held accountable to those actions, as a City Manager's authority won't generally be questioned by contractors/developers/3rd parties, since the City Manager has the authority to represent the city.

Again, sorry to miss the meeting. Hope we have a lively and positive debate.

Regards:

Scott Livesay



Council Agenda Item

Item 2
C'Sec Use Only

Budget Account Code:	Meeting Date: January 14, 2020
Budgeted Amount:	Requestor: HRCC
Fund Balance-before expenditure:	Prepared by: HRCC Secretary Barron
Estimated Cost:	Date Prepared: January 7, 2020
Exhibits:	Proposed Minutes

AGENDA SUBJECT

APPROVAL OF MEETING MINUTES FOR DECEMBER 10, 2019. [BARRON]

SUMMARY

Please review the attached minutes. If you have any questions, comments, and/or corrections, please contact the City Secretary at PGrey@parkertexas.us prior to the Home Rule Charter Commission meeting.

POSSIBLE ACTION

HRCC may direct staff to take appropriate action.

Inter – Office Use			
Approved by:			
HRCC Secretary:	<i>Billy Barron</i>	Date:	01/09/2020
City Attorney:		Date:	
HRCC CHAIR	<i>Tom Macduff</i>	Date:	01/10/2020

MINUTES
HOME RULE CHARTER COMMISSION (HRCC) MEETING
December 10, 2019

CALL TO ORDER – Roll Call and Determination of a Quorum

The Home Rule Charter Commission (HRCC) met on the above date. Chair Macduff called the meeting to order at 7 p.m. and noted there was a quorum.

HOME RULE CHARTER COMMISSION MEMBERS AND ALTERNATES

HRCC Members

- ✓ 1. Z Marshall
- ✓ 2. James A. “Andy” Redmond
- ✓ 3. Billy Barron (Secretary)
- ✓ 4. David Gilmore
- ✓ 5. Tom Macduff (Chair)
- ✓ 6. Randy Kercho
- ✓ 7. Homer Adams II
- ✓ 8. Todd Fecht
- ✓ 9. Scott Livesay

HRCC Alternates

- ✓ 1. Terry M. Lynch

PLEDGE OF ALLEGIANCE

AMERICAN PLEDGE: Scott Livesay led the pledge.

TEXAS PLEDGE: Terry Lynch led the pledge.

PUBLIC COMMENTS

None.

INDIVIDUAL CONSIDERATION ITEMS

1. CONSIDERATION AND APPROVAL OF MEETING MINUTES FOR NOVEMBER 12, 2019. [BARRON]

MOTION: Secretary Barron moved to table the agenda. Z Marshall seconded. Motion carried unanimously.

2. DISCUSS FUTURE 2020 MEETING DATES/TIMES [MACDUFF]

MOTION: Andy Redmond made a motion that the commission only meet once a month in 2020 on the 2nd Tuesday of every month. Todd Fecht seconded. Motion carried unanimously.

3. WORK SESSION. [MACDUFF/SHELBY]

Mayor Pettle said that Scott Levine will no longer be legal council for the HRCC. City Attorney Shelby may not be available either because he is uncomfortable with potential conflicts of interest.

Chair Macduff reviewed the questions list for other cities again.

Chair Macduff brought up the Preamble. Commissioner Marshall asked if that was really the HRCC's job to write.

The commission reviewed and discussed the HRC Charter Provisions spreadsheet. The commission decided the following items should be in our eventual charter.

a. Duties of Mayor

- i. As Provided in Charter
- ii. For board appointments, Council & Mayor reviews the applicants; Council votes as to who is on Board.
- iii. For board removals, Mayor and/or any Council Member may seek to remove Board appointees with majority Council Approval.
- iv. Preside at all City Council Meetings
- v. Head of Ceremonial, Civil, Emergency & Military Purposes
- vi. Mayor and a two person subcommittee to recommend to Council the Heads of Departments to be voted on by Council.
- vii. Mayor may suspend Department Heads subject to Council and Legal approval. Staff can be removed by Department Heads with Legal advice.
- viii. Mayor does not vote except on a tie.

Note: item ii and iii was originally approved by a motion by Secretary Barron and voted 8-1. Commissioner Gilmore against due to the process HRCC is following. Later in the meeting, it was decided the HRCC was not going to formally vote each line item.

Commissioner Marshall feels strongly we need legal counsel at future meetings and he may resign if that is not available. Commissioner Fecht feels like we should not meet again without counsel. Commissioner Barron is fine with no counsel at every meeting as long as a legal review is done before HRCC turns its charter over to the City Council. Chair Macduff and Mayor Pettle are going to discuss the situation.

Next meeting will continue with Mayor responsibilities and then Council responsibilities.

ROUTINE ITEMS

4. FUTURE AGENDA ITEMS

Not discussed

5. ADJOURN

Chair Macduff adjourned the meeting at 8:44 p.m.

Minutes Approved on 14th day of January, 2020.

Chairperson Tom Macduff

Commission Secretary Billy Barron

Attest:

City Secretary Patti Scott Grey

Exhibit(s):
1- HRC Spreadsheet

- Very similar among cities listed
- Very similar among 2 or more cities (other than "powers by on form of government")
- Was to be verified
- NA as it relates to Parker currently

City	Katy	Lucas	Prosper	Parker
Form of Government	Mayor/Council/Administrator	Council / Manager	Council / Manager	Mayor/Council/Administrator
General / Home Rule Law	Adopted into the Charter	Adopted into the Charter	Adopted into the Charter	General Law
Enumerated Gov Powers	Right to acquire, own, lease real & personal property	Right to acquire, own, lease real & personal property Prior to City granting a lease of real property > 20 yrs - Council must hold a public hearing Power to buy, own, sell, construct, lease ... public services and utilities. City may not supply any utility services outside of city limits Power to build, construct, purchase, own ... inside or outside City limits light and power systems, water systems, wastewater disposal, natural gas, parks, drainage or other pubic service or utility post 2 public hearings and 5 affirmative Council votes Power to purchase electricity, gas, oil or other essential to protect health and well being Power to require placing all public utility wires, etc to placed below ground	Right to acquire, own, lease real & personal property Power to buy, own, sell, construct, lease ... public services and utilities. Power to build, construct, purchase, own ... inside or outside City limits light and power systems, water systems, wastewater disposal, natural gas, parks, drainage or other pubic service or utility Power to purchase electricity, gas, oil or other essential to protect health and well being	Right to acquire, own, lease, sell real & personal property

Administrator is at discretion of Mayor, not required.

	Authority to license or register occupations or businesses as may be established by ordinance, unless unlawful	Authority to license or register occupations or businesses as may be established by ordinance, unless unlawful	
Annexation / Disannex	Provides abilities within laws of State of Texas	Provides abilities within laws of State of Texas	Provides abilities within laws of State of Texas
Regulation of Railroads	Ability to direct the speed of engines, use of streets, excess noise, signal lights and safety devices		
Mayor	Citizen of the USA At least 21 years of age	Citizen of the USA Not in arrears of City Taxes	Citizen of the USA At least 18 years of age At least 18 years of age?
	A qualified voter Having resided in the City for at least 12 mos prior to election	A qualified voter Having resided in the City for at least 12 mos prior to election	A qualified voter Having resided in the City for at least 12 mos prior to election
	Not hold any other public office		Not hold any other public office
	Elected at Large	Elected at Large	Elected at Large
	Elected for 3 year term	Elected for 3 year term	Elected for 2 year term
	Limited to 2 consecutive 3 year terms		NA
	Not receive remuneration from more than one gov entity		Limited to 3 consecutive 3 year terms ----- assume no other compensated position until 1 year post end of Term
Mayor Pro Tem	Nominated by Mayor; subject to confirmation by Council	Nominated by Council and/or Mayor	Nominated by Council at first regular meeting after each election of Council members and/or Mayor
	Takes place of Mayor if absent	Takes place of Mayor if absent	Nominated by Council for a 1 year Term
	Assumes Mayor Slot if vacancy of Mayor Post occurs until the next available uniform election date	Assumes Mayor Slot if vacancy of Mayor Post occurs until the next available uniform election date	Takes place of Mayor if absent in practice
			Assumes Mayor Slot if vacancy of Mayor Post occurs until the next available uniform election date

		Council also nominates a Deputy Mayor Pro-Tem that falls in line after the Mayor Pro-Tem	
Acting Mayor	If Mayor & Pro Tem gone - Council selects one of themselves to act as Mayor for the Meeting and beyond other than no ability to remove or suspend employees and does not have the veto power the Mayor would otherwise have	If Mayor & Pro Tem gone - Council selects one of themselves Has full rights of the Mayor; if acting in Mayor capacity	If Mayor and Pro-Tem gone than responsibilities fall to Deputy Mayor Pro-Tem Has full rights of the Mayor; if acting in Mayor capacity If Mayor & Pro Tem gone - highest seniority on Council assumes position in practice Has full rights of the Mayor; if acting in Mayor capacity
Forfeiture of Mayor or Council Post	Absent for 3 consecutive regular meetings w/o leave of absence under majority vote of (remaining) Council	Absent for 3 consecutive regular meetings w/o leave of absence under majority vote of (remaining) Council	Absent for 3 consecutive regular meetings w/o leave of absence under majority vote of (remaining) Council
	Absent for 6 consecutive regular meetings	Absent for 6 consecutive regular meetings Subsequent to taking office convicted of a felony or a crime of moral turpitude	Absent for 6 consecutive regular meetings ?
	No longer meets the qualifications Death, resignation, permanent disability Files to become a candidate for any other public office	No longer meets the qualifications Death, resignation, permanent disability Files to become a candidate for any other public office	No longer meets the qualifications Death, resignation, permanent disability Can run for another position while serving your Term
Powers / Duties of the Mayor	As conferred upon by Council As provided in Charter	As provided in Charter	

Serve as Chief Exec and Administrator of the City	Sign all ordinances, resolutions, capital improvements, contracts, bonds issued and such other documents authorized by Council	Sign all ordinances, resolutions, capital improvements, contracts, bonds issued and such other documents authorized by Council	Serve as Chief Exec and Administrator of the City
Appoint individuals to all Boards created by the Charter			Appoint individuals to all Boards and commissions w/ approval of Council
Remove Board appointees w/o Council			Remove Board appointees w/ Council Approval
Have all laws & ordinances enforced			Have all laws & ordinances enforced
Preside at all City Council Meetings Head for Ceremonial, Civil, Emergency & Military Purposes	Preside at all City Council Meetings Head for Ceremonial, Civil, Emergency & Military Purposes	Preside at all City Council Meetings Head for Ceremonial, Civil, Emergency & Military Purposes	Preside at all City Council Meetings Head for Ceremonial, Civil, Emergency & Military Purposes
Appoint Heads of Depts (plus Secretary, Treasurer, Election Officials plus those listed below) subject to confirmation by Council			Appoint Heads of Depts (plus Secretary, Treasurer, Election Officials plus those listed below). Current practice is to discuss w/ Council but not required
Remove or Suspend Heads of Depts and/or Employees w/o Council Approval (see under "Meetings of Council" ability for Council to overturn)			Remove or Suspend Heads of Depts and/or Employees w/o Council Approval Includes termination
Appoint City Administrator subject to confirmation by Council (may not be terminated by Mayor unless due to agreement or cause)			Appoint City Manager w/o Council Approval Administrator in practice with Council
Appoint City Attorney subject to confirmation by Council			Appoint City Attorney; in practice involve Council but not required
Appoint Judge of Municipal Court subject to confirmation of Council			Appoint by majority vote of Council ?
Administrative control over all Depts			Administrative control over all Depts Set up the compensation of all Staff

			<p>Can move employees(not Heads) from one Dept to another</p> <p>any employee and propose tax rate with financial director with financial director with or without advice of Council</p> <p>Prepare and submit Annual Budget Keeps Council fully advised of financials and needs of City</p> <p>Appoints Committees Power to settle all claims & lawsuits w/o Council Delegate duties to City Administrator as deemed necessary Responsible for Personnel Policies</p>
Budget			<p>Adopted no earlier than 30 days after presentment</p> <p>Adopted once approved: Needs to pass by mid Sept to submit to Collin County</p> <p>Adopted no later than last day of then current year If Council fails to adopt than budget as proposed goes into effect</p> <p>Can't spend money w/o approved budget</p>
General	<p>Surety bond, paid by City, on the Mayor</p> <p>City is not required to give security or execute bond in any action, suit or proceeding in which the City is a party Mayor or Council shall have ability to make investigations, subpoena witnesses, compel production of records, punish any contempt</p> <p>Council by majority vote may inquire into conduct of any office, dept and make investigations. Council by ordinance shall establish a Code of Conduct governing Council and all employees Dept heads of depts that handle money as well as employees who handle money shall have a surety bond in amount prescribed by Council</p>	<p>City is not required to give security or execute bond in any action, suit or proceeding in which the City is a party</p> <p>Council by majority vote may inquire into conduct of any office, dept and make investigations. Council by ordinance shall establish a Code of Conduct governing Council and all employees</p>	<p>City covered by Insurance and TML</p> <p>City is not required to give security or execute bond in any action, suit or proceeding in which the City is a party</p> <p>Mayor or Council shall have ability to make investigations, subpoena witnesses, compel production of records, punish any contempt</p>

Vote & Veto

		<p>Employees who handle money as well as employees who handle money shall have a surety bond or covered under a Public Employee Dishonesty Property Crime Coverage Policy w/ a A rated</p> <p>Sale of Liquor shall be prohibited in any zoning district which allows in whole or part residential development</p> <p>Equality of Rights; Wrongful Influence; Wrongful Interference; Employee's Political Activities; Conflict of Interest; Acceptance of Gifts all Controls stated within Section 13</p>	<p>Those that handle money are covered under insurance policy</p>	
<p>Mayor does not vote on matters brought before the Council, except in the event of a tie</p>			<p>Mayor does not vote on matters brought before the Council, except in the event of a tie</p>	
<p>Mayor may choose not to register a Yes or No in the event of a tie vote by Council</p>	<p>Mayor has full voting rights at meetings</p>	<p>Mayor has full voting rights at meetings</p>		
<p>Mayor can veto any ordinance or resolution passed by Council unless it was part of an initiative or referendum process (see under "Meetings of Council") Council's ability to overturn</p>			<p>Mayor may choose not to register a Yes or No in the event of a tie vote by Council</p>	<p>Mayor votes in case of tie.</p> <p>Mayor cannot veto. Mayor can refuse to sign and if so brings back to Council for revote. If still</p>
			<p>Mayor can veto any ordinance or resolution passed by Council (see under "Meetings of Council") Council's ability to overturn</p>	

<p>Mayoral veto must be made within 7 days of passage, along with explanation of the veto</p>		<p>Council member must openly declare before discussion ensues if they have a conflict of interest with any agenda item and then is prohibited from discussing or voting on the topic and is not considered as present for calculation of a vote</p>	<p>not in agreement, Mayor not sign but it goes into effect w/o signature.</p> <p>Council member fill out a conflict of interest form - stating the conflict - then recuse themselves and then must leave the room and not take part in the discussions</p> <p>Mayoral veto must be made within 4 days of passage, along with explanation of the veto see above</p>
<p>Council Members</p> <p>5 Council Members</p> <p>One elected at large 4 elected by district (2 each from each of the 2 Districts) Staggered Terms</p> <p>Must reside in the District elected within</p> <p>Citizen of the USA</p> <p>At least 21 years of age</p> <p>A qualified voter</p> <p>Having resided in the City for at least 12 mos prior to election</p> <p>Not hold any other public office</p> <p>Elected for 3 year term</p> <p>Limited to 2 consecutive 3 year terms</p>	<p>6 Council Members All Council Members elected at large</p> <p>Staggered Terms on a 3-2-2 basis; with the (3) slot being inclusive of Mayor</p> <p>Citizen of the USA</p> <p>A qualified voter</p> <p>Not in arrears of City Taxes</p> <p>Having resided in the City for at least 12 mos prior to election</p> <p>Elected for 3 year term</p>	<p>6 Council Members All Council Members elected at large</p> <p>Staggered Terms on a 3-2-2 basis; with the (3) slot being inclusive of Mayor</p> <p>Citizen of the USA</p> <p>At least 18 years of age</p> <p>A qualified voter</p> <p>Having resided in the City for at least 12 mos prior to election</p> <p>Elected for 3 year term</p> <p>Limited to 3 consecutive 3 year terms If Term expired / not re-elected than can assume no other compensated position until 1 year post end of Term</p>	<p>5 Council Members</p> <p>All Council Members elected at large</p> <p>Staggered Terms; Mayor plus 2 Council Members in Even Years & 3 Council Members in Odd Years</p> <p>Citizen of the USA</p> <p>At least 18 years of age</p> <p>A qualified voter</p> <p>Having resided in the City for at least 12 mos prior to election</p> <p>Elected for 2 year term</p> <p>NA</p>

		No person shall serve as Council & Mayor combined > 18 consecutive years cannot run for office sooner than 10 mos following most recent Term	
Vacancy of Council Post	<p>Remaining Council selects replacement w/in 20 days who serves until next election</p> <p>Council limited to once per 12 mos to fill vacancy - if more - special election unless within 90 days of next election</p> <p>If all Council seats vacated at same time than County Judge is empowered to issue notice of special election</p>	Vacancy filled by election unless 12 mos or less remain of Term at which point Council may nominate	<p>Mayor and /or Council can appoint individuals to fill a vacancy or decide to have a special election (however the Special Election is ~ \$12k in cost)</p>
Meetings of Council	<p>Regular meetings at least twice / mo; if not reasons to be placed in minutes of meeting</p> <p>Mayor or two Council Members may call for a special meeting notice of which is sent by City Secretary</p> <p>Posted 72 hours in advance and notice delivered to Mayor & Council to their respective homes</p> <p>Majority of Council is needed for Quorum 4/5's of the Council is needed to for adoption on matters of a vote</p> <p>In event of a tie vote where one Council member absent; Mayor may vote</p>	<p>Regular meetings at least once/ mo</p> <p>Mayor or majority of Council may call for a Special Meeting</p> <p>Majority of Council is needed for Quorum</p> <p>Majority of vote of Council/Mayor needed for adoption on matters of a vote</p>	<p>Regular meetings at least twice / mo; if not reasons to be placed in minutes of meeting</p> <p>Mayor or two Council Members may call for a special meeting notice of which is sent by City Secretary</p> <p>Posted 72 hours in advance and notice delivered to Mayor & Council to their respective homes</p> <p>Majority of Council is needed for Quorum</p> <p>4/5's of the Council (super quorum) is needed to for adoption on matters concerning tax or bond issues</p> <p>Majority of vote of Council/Mayor needed for adoption on matters of a vote</p>

	<p>If a member of Council present does not vote on an issue it is registered as a negative vote</p>	<p>If a member of Council present does not vote (exclusive of conflict of interest) it is recorded as an abstention</p>	<p>If a member of Council present does not vote on an issue it is registered as a abstention</p>
<p>Ordinances</p>	<p>Passed by Council and then submitted to Attorney. Unless Attorney files written objection Ordinance takes effect</p>	<p>Public comment allowed prior to any vote at a regular meeting</p>	<p>Public comment allowed prior to any vote at a regular meeting</p>
<p>Powers / Duties of the Council</p>	<p>Passed by Council and then submitted to Attorney. Unless Attorney files written objection Ordinance takes effect</p>	<p>Public comment allowed prior to any vote at a regular meeting</p>	<p>Public comment allowed prior to any vote at a regular meeting</p>
	<p>Public comment allowed prior to any vote at a regular meeting</p>	<p>Public comment allowed prior to any vote at a regular meeting</p>	<p>Public comment allowed prior to any vote at a regular meeting</p>

usually viewed by Attorney before passage by Council.

Shall be introduced in written or printed form
 May be passed at regular or special meetings
 Description & any penalty for violation thereof once passed to be published in official newspaper
 Shall be codified and revised at least annually

Shall be introduced in written or printed form

 Shall be codified and available to public at a reasonable price set by Council

Adopt Annual Budget
 Authorize issuance of bonds
 Adopt & modify zoning and building codes
 Adopt & modify Official Map of the City
 Determines the compensation of the Mayor

Adopt Annual Budget
 Authorize issuance of bonds
 Adopt & modify zoning and building codes
 Adopt & modify Official Map of the City

 May by ordinance establish reasonable compensation; such compensation to remain unchanged until next regular

Adopt Annual Budget

 Adopt & modify zoning and building codes
 Adopt & modify Official Map of the City

Council establishes policy
 Authorize issuance of bonds
 Adopt & modify zoning and building codes
 Adopt & modify Official Map of the City

Council sets policy.

	<p>Establish by ordinance standards and policies regarding reimbursement of reasonable expenses</p> <p>Appoint or remove City Manager, Municipal Judge, City Secretary & City Attorney by super majority vote (5 affirmative votes)</p>	<p>Establish by ordinance standards and policies regarding reimbursement of reasonable expenses</p> <p>Appoint or remove City Manager, Municipal Judge, (not Secretary - see City Manager) & City Attorney by majority of full Council</p>	<p>Upon nomination/recommendation, appoints Municipal Judge, City Prosecutor, Municipal Court Clerk. Terms run concurrently with the Mayor.</p>
<p>Set compensation for all City Officials appointed by Council</p> <p>Create Boards and appoint people to the Boards upon recommendation of Mayor</p>	<p>Set compensation for all City Officials appointed by Council</p>	<p>Set compensation for all City Officials appointed by Council</p>	
	<p>Appoint individuals to all Boards created by the Charter</p>	<p>Create, establish such Boards, Commissions and Committees deemed desirable and by ordinance or resolution prescribe the purpose, composition, function, duties, accountability and tenure of each</p>	<p>Create, establish such Boards, Commissions and Committees deemed desirable and by ordinance or resolution prescribe the purpose, composition, function, duties, accountability and tenure of each</p>
	<p>After considering recommendation of City Manager, create, change, merge or abolish offices, departments or agencies of the City and contract for services</p> <p>Authority to pass emergency ordinances and resolutions to protect health, safety and well being of City</p>	<p>After considering recommendation of City Manager, create, change, merge or abolish offices, departments or agencies of the City and contract for services</p> <p>Authority to pass emergency ordinances and resolutions to protect health, safety and well being of City, but cannot involve borrowing of money unless otherwise allowed in the Charter</p>	
<p>Prescribe by Ordinance and regulations and rules the operation for each Dept</p>	<p>Retain Special Council as needed - inclusive of collecting delinquent taxes</p>	<p>Retain Special Council as needed - inclusive of collecting delinquent taxes</p>	<p>Prescribe by Ordinance the policies for the city and its operations.</p> <p>Council establishes policies, Mayor causes the policies to be carried out in operations and procedures.</p>

	Enact resolutions and ordinances		
	Adopt a fiscal reporting policy which provides for not less than quarterly reporting		
Regulate, license & fix charges or fares any vehicles for transportation of freight or passengers within the City	Regulate, license & fix charges or fares any vehicles for transportation of freight or passengers within the City	Regulate, license & fix charges or fares any vehicles for transportation of freight or passengers within the City	Sets fee schedule, as well as building codes and zoning codes
Establish fire limits (ex: building structure limits) and condemnation of dangerous structures	Establish fire limits (ex: building structure limits) and condemnation of dangerous structures	Establish fire limits (ex: building structure limits) and condemnation of dangerous structures	
Provide sanitary sewer and water systems	Provide sanitary sewer and water systems		Provide sanitary sewer and water systems
Provide for garbage disposal services, fees & penalties to pay such fees			Provide for garbage disposal services, fees & penalties to pay such fees
Exercise exclusive dominion, control and jurisdiction of streets and public grounds and improvement thereof	Exercise exclusive dominion, control and jurisdiction of streets and public grounds and improvement thereof		Exercise exclusive dominion, control and jurisdiction of streets and public grounds and improvement thereof
Compromise & settle claims and lawsuits		Compromise & settle claims and lawsuits	
and equipment and services. (if exceeding amount authorized by State based on size & population) after proper posting &	and equipment and services. (if exceeding amount authorized by State based on size & population) after proper posting &		
if Mayor vetoes a measure passed by Council; at the next Meeting Council may override that veto by the affirmative vote of at least 3 Council Members present at which point Mayor cannot veto again			
If Officer or Employee is Suspended they may file a petition with Council; 3 Council members or more after hearing may remove the suspension with reinstatement being final			
Establish run off date for elections, if needed			
Designate voting system for casting and processing votes at Elections			Designate voting system for casting and processing votes at Elections
Transfer any unencumbered appropriation balance from one office, dept or agency to another			Transfer any unencumbered appropriation balance from one office, dept or agency to another
Power under provisions of State Law to levy, assess and collect an annual tax on real & personal property within the City			Power under provisions of State Law to levy, assess and collect an annual tax on real & personal property within the City
		Designate items to appear on future agenda	transfer of funds is with Director of Finance

	Select Depository for City Funds in accordance w/ State Law	Select Depository for City Funds in accordance w/ State Law and rules over prompt deposits	
Board Members / Boards	Resident of the City for min of 6 mos prior to appointment	<p>Resident of City Individual can be on one or more Boards, commissions or committees</p> <p>Board, Commission and Committee members serve w/ out compensation but may be reimbursed for reasonable expenses All Boards, Commissions, Committees to keep and maintain minutes of meetings No compensated Officer of the City may serve on a Board, Commission or Committee other than an advisory role Any member absent from 3 consecutive regular meetings or 25% of regular meetings over a 12 month period w/out explanation acceptable to other members in the majority will forfeit their position</p>	<p>Resident of City</p> <p>Individual cannot be on more than one Board / Commission unless the Board/Commission is considered temporary</p> <p>Board, Commission and Committee members serve w/ out compensation but may be reimbursed for reasonable expenses All Boards, Commissions, Committees to keep and maintain minutes of meetings No compensated Officer of the City may serve on a Board, Commission or Committee other than an advisory role</p> <p>Any member absent from 3 consecutive regular meetings w/out pre approval from the other members of the Boards, Commission or Committee</p>
Planning and Zoning Board		<p>7 members</p> <p>Staggered Terms of 2 years In October of each year P&Z will elect Chairman, Vice-Chair and Secretary to serve a one year term</p> <p>Meet at least once a month Majority of full membership is a quorum</p>	<p>5 members; 3 alternates</p> <p>Staggered Terms of 2 years</p> <p>Terms end on November 30th and begin on December 1.</p> <p>In November Chairman, Vice-Chair and Secretary are identified by Council if that person Term is up</p> <p>Meet at least once a month Majority of full membership is a quorum</p> <p>all who terms expire that November are identified Parks and Recs, ZBA meet at the call of the Chair</p>

**City Administrator /
Manager**

No Mayor or Council member eligible for 24 mos following leaving their post
 If City Administrator leaves this position can be held by a qualified person for up to 90 days unless extended by Council

Note: No stated "qualifications" denoted in Charter
 Term & Compensation set by Council by written contract

Term not to extend beyond the end of the fiscal year of the first odd numbered calendar year after year appointed (meant to coincide w/ next Mayoral election)

Authority (w/ Mayor approval) to appoint, transfer and remove Administrative employees except Police, Fire, Ambulance
 Assist Mayor in preparing Annual budget
 Assist Mayor in preparing & submitting report on finances and admin activities of the City

Appoint the Municipal Court Clerk
 Appointment and supervision of all employees under the City Manager

Acts as advisory role to Council

Authority to (1) review current and proposed ordinances pertaining to P&Z (2) make recommendations to Council regarding amending, extending Comprehensive Plan (3) Review Plats and Zoning requests (4) adopt plans by Council request
 Charter also outlines the Comprehensive Plan (Section 9.04)

In absence of City Manager Council may designate a qualified administrative officer to perform Manager duties

May be appointed for an indefinite Term

Appointment of all employees under the City Manager

Unless otherwise stated in Charter all departments, offices and agencies shall be under the direction and supervision of the City Manager

Acts as advisory role to Council

Authority to (1) review current and proposed ordinances pertaining to P&Z (2) make recommendations to Council regarding amending, extending Comprehensive Plan (3) Review Plats and Zoning requests (4) adopt plans by Council request (5) Hear initial requests for Special Use Permits and make recommendations to Council

	<p>With consent of Council, City Manager may serve as head of one or more of City's departments, offices or agencies or appoint one person as head of two or more of them.</p>	
<p>Appointment of finance director</p>	<p>Suspend, remove at will employees</p>	
<p>Suspend, remove at will employees</p> <p>Council (inclusive of Mayor) must deal "solely" with the City Manager in regards to his/her staff</p> <p>Council (inclusive of Mayor) cannot direct or request appointment or removal any person under control of City Manager</p>	<p>Council (inclusive of Mayor) must deal "solely" with the City Manager in regards to his/her staff</p> <p>Council (inclusive of Mayor) cannot direct or request appointment or removal any person under control of City Manager but can at a meeting called for that purpose</p>	
<p>Council (inclusive of Mayor) shall not give orders to any subordinate of City Manager either publicly or privately; violation of this can lead to removal from office under a majority vote by Council after a public hearing</p> <p>Provide all laws and ordinances of the City are enforced</p>	<p>Council (inclusive of Mayor) shall not give orders to any subordinate of City Manager either publicly or privately; violation of this can lead to removal from office under a majority vote by Council after a public hearing</p> <p>Provide all laws and ordinances of the City are enforced</p>	
<p>Oversee maintenance of and public information requests for records</p> <p>Prepare and recommend an annual budget and capital improvement projects</p>	<p>Prepare and recommend an annual budget and capital improvement projects by the 15th of August</p>	
<p>Administer and execute the annual budget</p> <p>Attend all Council meetings w/ right to take part in the discussion</p> <p>Provide in Council meeting at least quarterly the financial conditions and future needs of the City</p>	<p>Administer and execute the annual budget</p> <p>Attend all Council meetings w/ right to take part in the discussion</p> <p>Provide in Council meeting at least quarterly the financial conditions and future needs of the City</p>	<p>Attend all Council meetings w/ right to take part in the discussion</p>
<p>May identify in his/her absence a qualified city employee to exercise his/her duties in the event of temporary absence</p>		

Budget

Prepare Personnel Rules and present to Council for approval or amendment and should include establishing town as Equal Opportunity Employer as well as pay & benefit plan for all City's employment positions, working hours, attendance policy, sick and vacation leave, hearing and adjudication of grievances, evaluation procedures and giving and receiving of gifts by City employees
Authority to contract for expenditures w/out further approval by Council for all budgeted items not exceeding limits set by Council
Present monthly a financial report to Council

Capital Improvement budget shall cover 5 years denoting all proposed projects to be undertaken in that time frame along with support of need, cost estimates, method of financing, estimated cost of annual operation and maintenance, and recommended time schedule

Insert into the Budget a contingency fund balance in an amount not less than 20% of the total general fund expenditures, to be used in case of unforeseen items of expenditure or revenue shortfall

City Manager has control over above contingency fund and may be appropriated in emergency situation or after supplemental appropriation by Council

No payment or obligation can be incurred unless certified that there is sufficient unencumbered balance in that fund that will be available to meet the obligation

Any authorization of payment or incurrence of an obligation in conflict with above shall be void

Capital Improvements are discussed in Planning on a 10 year horizon but what shows up in Budget is only for that following year.

Investment Committee appointed by Council and required to report quarterly to Council

Takes Super Majority (4/5's vote) of Council to adopt

City has a Director of Finance to oversee budget

There is a line item in budget

Headed by Director of Finance,

City Attorney

Practiced law in TX for minimum of 5 years (does not state municipal law?)

Practiced law in TX for minimum of 5 years of which 2 years should be municipal law

	Duly qualified and practicing attorney in Texas	Duly qualified and practicing attorney in Texas	Duly qualified and practicing attorney in Texas	Duly qualified and practicing attorney in Texas	Reports to the Mayor
	Legal advisor for officers, departments of City and represent it in legal proceedings	Legal advisor for officers, departments of City and represent it in legal proceedings	Legal advisor for officers, departments of City and represent it in legal proceedings	Legal advisor for officers, departments of City and represent it in legal proceedings	
	Review and pass on all documents, contracts & legal instruments in which City is required to perform or pay money	Review documents as directed by Council	Review documents as directed by Council or Manager Select w/ approval of Council other Attorneys to act in his place	Review and pass on all documents, contracts & legal instruments in which City is required to perform or pay money	
Municipal Court(s) - Judge	Two year term	Two year term	Two year term	Two year term	concurrent with Mayor
	Resided in City for min of 5 years prior to appointment Can be removed only for cause or disability If unable to perform Mayor may appoint qualified replacement with approval by Council	Licensed attorney, practiced min 2 yrs TX law	In Absence the Mayor shall act as Judge and be compensated the same until the vacancy is filled	Serves at pleasure of Council City has a Associate Municipal Judge or if needed City Attorney could step in	
	Contains a Municipal Clerk, appointed by Mayor with approval by Council			Contains a Municipal Clerk, appointed by Council for two year Term which coincides with the Mayor's Term	
	Clerk: administers oaths & affidavits, make certificates, affixs seal	Clerk: administers oaths & affidavits, make certificates, affixs seal	Clerk: administers oaths & affidavits, make certificates, affixs seal		
		All fines collected placed in General Fund Appeals to the county criminal court			
Police Department	Chief qualified under the laws of the State of Texas			Chief qualified under the laws of the State of Texas	5 Years of experience in Police Work
	Chief and staff responsible for carrying out directions of Mayor & Council w/ authority of powers given by State of Texas				

	All individuals allowed to wear a gun, badge, uniform in representation of the City must be "full-time" paid employees of the City			Have Reserve Officers who utilize the City Resources and are allowed to wear a gun, badge and uniform but meet qualifications of a Police Officer
City Secretary	Gives Notice of Council Meetings Keeps minutes of Council Meetings Maintain book of all ordinances and resolutions	Gives Notice of Council Meetings Keeps minutes of Council Meetings Maintain book of all ordinances and resolutions	Gives Notice of Council Meetings Keeps minutes of Council Meetings Maintain book of all ordinances and resolutions	Gives Notice of Council Meetings Keeps minutes of Council Meetings Maintain book of all ordinances and resolutions
			Holds and maintains seal of City and affixes to appropriate documents Publish in official newspaper proposed or referred ordinances Submit for public hearing the City Budget and all supporting schedules	Handles all Open Records requests
City Treasurer	Perform duties as delegated by Mayor and imposed by State of Texas Duties of City Secretary, Treasurer & Tax Assessor / Collector may be performed by same individual			Perform duties as delegated by Mayor and imposed by State of Texas Director of Finance in Parker
Finance Director		Assessing and collecting tax		
Fire Department	Provides firefighting, fire protection and rescue services for the City Staffed by paid or volunteer firefighters and emergency medical technicians			Provides firefighting, fire protection and rescue services for the City Staffed by paid or volunteer firefighters and emergency medical technicians
Parks and Recreation Dept	Regulates the City Parks and promotes and organizes recreational programs for the City			Maintains parks and trails, establishes beautification and recreational activities.
Social Services Dept	Promote, offer, arrange for various services to serve older Americans and other requiring special services which will ameliorate their lives			

Health Regulations	Regulate, license and inspect private persons, firms, institutions, corporations, ... operating any activity such as hotels, eateries, stores where food or drink is served as well as any sanitary wastewater disposal system Power to define all nuisances and prohibit; police Parks & streets and prohibit pollution and fix penalties for failure to comply w/ regulations prescribed by Council		
Special Elections	Called by Council by ordinance as authorized by the State of TX & Charter Held on a Saturday unless otherwise provided by law or Charter		Called by Council by ordinance as authorized by the State of TX.
Regular Elections	Held annually on 1st Saturday in May Odd #d years: Mayor & 1 Council Member from each District Even #d years: 1 Council Member from each District and 1 At Large Council Member Conducted in accordance w/ Texas Election Code	Order of candidates on ballot determined by lot at a public hearing under supervision of City Secretary	Held annually on 1st Saturday in May Even years: Mayor and 2 Council Members Odd years: 3 Council Members. All at large Order of candidates on ballot determined by lot (hat draw) at a public hearing under supervision of City Secretary
Run Off	If the candidate does not receive a majority of votes cast for such place at such election Run off held between 20th and 30th day following tabulation of results	If the candidate does not receive a majority of votes cast for such place at such election If one of runoff candidates no longer qualify by runoff election than next person highest in line is added; if two candidates no longer exist remaining individual declared winner; if no one left by runoff election than Special Election to be held	If the candidate does not receive a majority of votes cast for such place at such election City follows # of votes received - no runoff unless # of votes cast in favor was an exact tie Run off held withing 30 days following tabulation of results
Candidates	Candidates must fill out an application, provide proof meets requirements, as applicable and present to City Secretary	Candidates must fill out an application, provide proof meets requirements, as applicable and present to City Secretary	Candidates must fill out an application, provide proof meets requirements, as applicable and present to City Secretary

Initiative, Referendum & Recall

<p>Elected Mayor & Council to take Oath</p>	<p>Candidates must fill out an application, provide proof meets requirements, as applicable and present to Council</p> <p>Elected Mayor & Council to take Oath</p>	<p>All positions must meet (1) 18 yrs of age (2) qualified voter registered in the City (3) resided in city for at least 12 mos (4) To filing for no more than one office or position</p> <p>Elected Mayor & Council to take Oath</p>	<p>Elected Mayor & Council to take Oath</p>
<p>Citizens may propose or seek to reject by referendum any ordinance not in conflict with State Constitution, State Laws & the Charter unless it appropriates money, levies taxes.</p>	<p>Citizens may propose or seek to reject by referendum any ordinance not in conflict with State Constitution, State Laws & the Charter unless it appropriates money, levies taxes.</p> <p>Initiative: Qualified voters can submit a requested ordinance during at least 2 regular meetings within a 60 day period (except an ordinance seeking appropriation of money, levy of a tax, issuing bonds or zoning). If ordinance is not enacted by Council then may go to a Petition</p> <p>Referendum: Qualified voters can ask for an ordinance passed by Council (no sooner than 30 days after passage thereof or within 30 days after its publication) to be submitted for approval/non-approval by submitting a Petition</p> <p>Council by affirmative majority vote of full Council may submit an ordinance for approval or repeal and have the same effect as filing of a Petition by qualified voters</p> <p>If 2 or more ordinances are approved at the same election that are inconsistent, the ordinance with the highest # of votes shall prevail</p>	<p>Citizens may propose or seek to reject by referendum any ordinance not in conflict with State Constitution, State Laws & the Charter unless it appropriates money, levies taxes.</p> <p>Prior to any Initiative it must be reviewed by City Attorney for enforceability and legality</p> <p>Referendum: Qualified voters can ask for an ordinance passed by Council (no sooner than 30 days after passage thereof or within 30 days after its publication) to be submitted for approval/non-approval by submitting a Petition</p> <p>Unless otherwise provided by law, any referendum election shall be held on the 1st uniform election date that occurs after the 65th day after the petition was presented to Council</p> <p>If 2 or more ordinances are approved at the same election that are inconsistent, the ordinance with the highest # of votes shall prevail</p>	<p>NA</p>

Referendum cannot be regarding ordinance authorizing issuance of tax or revenue bonds

Citizens may also seek to recall any member of Council or the Mayor, after the individual has served for a minimum of 6 months; and an individual cannot be subject to more than one recall during their Term. Recall must be in form of petition in the 30% / 300 form denoted below

Individual can be subject to multiple recall attempts as long as 6 mos separates each recall attempt

Any qualified voter of the City may file w/ City Secretary and affidavit containing name of any member of Council stating grounds for recall/ removal from office after 3 mos in office. City Attorney reviews affidavit for legal sufficiency and determines validity of allegation(s)

City Secretary delivers affidavit to Council; places matter on next regular meeting providing individual opportunity to answer allegations; this can also be done in Executive Session unless person charged requests public hearing

If post above meeting, person did not resign or person filing charge did not withdraw it than next step is a petition needed signed by greater of 51% of # of voters who voted for such office in last election or 250 qualified voters

Citizens may also seek to recall any member of Council or the Mayor. Recall must be in form of petition in the 30% / 150 form denoted below

Individual can be subject to multiple recall attempts as long as it is after 3 mos of filling position and 3 mos separates each recall attempt

Recall: Petition signed by at least 30% of qualified voters of the City, but in no event less than 300 (if requirements met; see timing of follow up under "Petition")

NA

Petition

<p>Petition signed by at least 10% of qualified voters of the City, but less than the 30% threshold than such Initiative / Referendum (if not adopted by Council) shall be submitted to the voters at next general election</p>	<p>Petition signed by qualified voters of the City of the greater of at least 20% of # of votes cast at last regular election or 250 voters.</p>	<p>least 30% of qualified voters of the City which voted in last election, but in no event less than 150 (if requirements met; see timing of follow up under "Petition")</p>
<p>On paper (can be multiple pages)</p>	<p>On paper (can be multiple pages)</p>	<p>On paper (can be multiple pages)</p>
<p>Signed by each petitioner in ink, showing name, and place of residence</p>	<p>Signed by each petitioner in ink, showing name, and place of residence</p>	
<p>One signer to make affidavit that they personally circulated petition, each signature made in their presence and is genuine signature</p>	<p>One signer to make affidavit that they personally circulated petition, each signature made in their presence and is genuine signature</p>	<p>One signer to make affidavit that they personally circulated petition, each signature made in their presence and is genuine signature</p>
<p>City Secretary has 30 days to determine if meets requirements; if it does it is presented at next regular Council meeting</p>	<p>City Secretary has 20 business days after filing of Petition to determine if petition meets requirements; Council then has 20 days to pass the ordinance or order an election to vote on the ordinance (Initiative or Referendum)</p>	
<p>On Recall City Secretary has 20 days to determine if petition meets requirements and recall election to be held between 30 to 60 days after certification</p>	<p>On Recall City Secretary has 20 days to determine if petition meets requirements and recall election to be held at next election or not less than 40 days after any public hearing requested by person being recalled</p>	

	<p>Initiative: Council can pass without amendment w/in 21 days after presented to Council; Submit to voters in a Special Election with or without a proposed Alternative w/in 60 days</p> <p>Referendum: Council reconsiders ordinance; if not repealed then submitted to voters at regular or special election w/in 90 days</p>		<p>On Recall, City Secretary has 21 days to determine if petition meets requirements. Officer whose removal is sought can within 7 days of presentment to Council request a public hearing. If Public Hearing requested such hearing shall be held between 5 and 15 days after public hearing was requested</p> <p>If Recall continues and Officer does not resign than date is selected for recall election in accord w/ Texas Election Code</p> <p>If Initiative City has 21 days after filing to present to Council at which point Council has up to 2 regular meetings to adopt or call for a special election to be held w/in 30 days thereafter unless w/in 60 days of another scheduled election</p>	
Recall	On Recall Election; majority of votes cast determine results	On Recall Election; majority of votes cast determine results	On Recall Election; majority of votes cast determine results	NA
	Individual recalled (if recall successful) cannot hold any Office in the City for a period of 2 years from date of recall			
Fiscal Year	Ends last day of September; starts first day of October	Ends last day of September; starts first day of October	Ends last day of September; starts first day of October	Ends last day of September; starts first day of October
Depository for City Funds	Money received deposited timely in banking institution designated by Council All interest on money accrues to the benefit of the City			Money received deposited timely in banking institution designated by Council All interest on money accrues to the benefit of the City
Independent Audit	Council shall have an independent audit performed of all accounts by a CPA yearly	Council shall have an independent audit performed of all accounts by a CPA yearly CPA firm selected cannot complete more than 5 consecutive annual audits	Council shall have an independent audit performed of all accounts by a CPA yearly CPA firm selected cannot complete more than 5 consecutive annual audits	Council shall have an independent audit performed of all accounts by a CPA yearly

Borrowings

	CPA cannot have any personal direct or indirect interest in financial affairs of the City	CPA cannot have any personal direct or indirect interest in financial affairs of the City	
<p>City has ability to borrow monies and execute forms of obligation available to it via General Law Cities or Home Rule Cities under the laws of Texas</p> <p>City has power to issue General Obligation (permanent public improvements) & Revenue Bonds (constructing, purchasing, improving, extending or repairing public utilities, recreational facilities or other self-liquidating municipal function</p>	<p>City has ability to borrow monies and execute forms of obligation available to it via General Law Cities or Home Rule Cities under the laws of Texas</p> <p>City has power to issue General Obligation (permanent public improvements) & Revenue Bonds (constructing, purchasing, improving, extending or repairing public utilities, recreational facilities or other self-liquidating municipal function</p>	<p>City has ability to borrow monies and execute forms of obligation available to it via General Law Cities or Home Rule Cities under the laws of Texas</p> <p>City has power to issue General Obligation (permanent public improvements) & Revenue Bonds (constructing, purchasing, improving, extending or repairing public utilities, recreational facilities or other self-liquidating municipal function</p>	<p>City has ability to borrow monies and execute forms of obligation available to it via General Law Cities or Home Rule Cities under the laws of Texas</p> <p>City has power to issue General Obligation (permanent public improvements) & Revenue Bonds (constructing, purchasing, improving, extending or repairing public utilities, recreational facilities or other self-liquidating municipal function</p>
<p>City may not borrow (other than under emergency or anticipation of property taxes - see below) unless first submitted to qualified voters of the City</p> <p>If no Emergency appropriation has been made, City may borrow in emergency situations payable by end of the current fiscal year</p> <p>Council may borrow up to 10% of that year's budget in anticipation of collection of property taxes (tax anticipation note) payable by end of applicable fiscal year</p>	<p>City has right to borrow money for public purposes by whatever method it may deem to be in public interest</p>		<p>City has right to borrow money for public purposes by whatever method it may deem to be in public interest</p> <p>For GO & Revenue - but can issue a Certificate of Obligation (but would / should listen to Bond Counsel which is their Legal Advisor)</p>
<p>Any revenues from water/sewer collected shall be used exclusively for such systems and approved water/sewer bonded indebtedness</p> <p>No bonds other than refunding bonds shall be sold at less than par value</p> <p>Council shall levy an annual tax to pay interest on and provide necessary sinking fund required by law on all outstanding general obligation bonds</p>			<p>Any revenues from water/sewer collected shall be used exclusively for such systems and approved water/sewer bonded indebtedness</p> <p>Council shall levy an annual tax to pay interest on and provide necessary sinking fund required by law on all outstanding general obligation bonds</p>

Tax

Franchise

<p>Council cannot adopt a tax rate that exceeds the maximum effective tax rate provided by Texas Property Tax Code</p>			
<p>All monies received from City Sales Tax shall be delegated to the City's General Fund without designation as to their usage</p>			<p>All monies received from City Sales Tax shall be delegated to the City's General Fund without designation as to their usage</p>
<p>Taxes levied by the City is declared a lien or encumbrance upon the property which city can enforce inclusive of through foreclosure</p>	<p>Taxes levied by the City is declared a lien or encumbrance upon the property which city can enforce inclusive of through foreclosure. Can include power to sue</p>	<p>Taxes levied by the City is declared a lien or encumbrance upon the property which city can enforce inclusive of through foreclosure. Can include power to sue</p>	<p>Taxes levied by the City is declared a lien or encumbrance upon the property which city can enforce inclusive of through foreclosure</p>
<p>No official may extend time for collection of tax, discount the tax or waive penalty and interest (unless in case of error)</p>			<p>No official may extend time for collection of tax, discount the tax or waive penalty and interest (unless in case of error)</p>
	<p>Council may levy taxes, assess and collect taxes not prohibited by law Council may provide discounts on payment of tax prior to January 1st, not to exceed those established by TX Law</p>	<p>Council may levy taxes, assess and collect taxes not prohibited by law Council may provide discounts on payment of tax prior to January 1st, not to exceed those established by TX Law</p>	
<p>City has power to grant tax exemptions in accordance w/ Texas laws</p>			
<p>City retains rights reserved by it as a General Law City to regulate utilities as authorized by the State</p>	<p>City retains rights reserved by it as a General Law City to regulate utilities as authorized by the State</p>	<p>City retains rights reserved by it as a General Law City to regulate utilities as authorized by the State</p>	<p>City retains rights reserved by it as a General Law City to regulate utilities as authorized by the State</p>
<p>No franchise provided for an indeterminate term or a term exceeding 40 years</p>			<p>Grant of Franchise requires majority Council Approval</p>
	<p>No franchise shall be granted for a term exceeding 20 years unless approved by the Citizens. If an election takes place to seek > 20 year term the costs of the election to be borne by prospective franchisee</p>	<p>No franchise shall be granted for a term exceeding 20 years from date of grant, renewal or extension</p>	<p>No years specified</p>

<p>Every franchise agreement must provide the city with the ability w/in 5 years of expiration of the Term to purchase the property of the franchise holder at a price determined according to the franchise agreement</p> <p>Any granting, renewing, extending or amending a public utility franchise shall be read at 3 regular meetings of Council and cannot be acted upon until 30 days after the first reading</p> <p>No public utility franchise or 10% interest in such shall be transferred by the except w/ approval of Council expressed by Ordinance</p>	<p>City has to (1) repeal a franchise for failure to follow terms of franchise (2) Require expansion of facilities & maintenance thereto to provide adequate service (3) Ensure reasonable quality, service and safety (4) ability to examine and audit records and require annual reports on operations</p>	<p>City has to (1) repeal a franchise for failure to follow terms of franchise (2) Require expansion of facilities & maintenance thereto to provide adequate service (3) Ensure reasonable quality, service and safety (4) ability to examine and audit records and require annual reports on operations</p>	
<p>Require franchise holder to furnish City (w/o cost) full information regarding status (inclusive of infrastructure) of the facilities within the City</p> <p>City has responsibility to collect from Franchise holder its fair and just proportion of expenses incurred on a continuing basis as it relates to its facilities it occupies in whole or part</p>	<p>Require franchise holder to furnish City (w/o cost) full information regarding status (inclusive of infrastructure) of the facilities within the City</p> <p>City has responsibility to collect from Franchise holder its fair and just proportion of expenses incurred on a continuing basis as it relates to its facilities it occupies in whole or part</p>	<p>Require franchise holder to furnish City (w/o cost) full information regarding status (inclusive of infrastructure) of the facilities within the City</p>	<p>City has responsibility to collect from Franchise holder its fair and just proportion of expenses incurred on a continuing basis as it relates to its facilities it occupies in whole or part</p>
<p>Require every Franchise holder to allow other public utilities to use its infrastructure if in public interest (with reasonable rent fixed by Council to be paid to that utility for its use)</p>			
<p>Require Franchise holder who request rate increases or changes to reimburse City for reasonable expenses incurred in employing rate consultants to review and present to Council</p>	<p>Require Franchise holder who request rate increases or changes to reimburse City for reasonable expenses incurred in employing rate consultants to review and present to Council</p>	<p>Require Franchise holder who request rate increases or changes to reimburse City for reasonable expenses incurred in employing rate consultants to review and present to Council</p>	

	<p>Prior to hiring rate consultants the Franchisee can submit to City documents supporting rate change not limited to (1) cost of investment (2) applicable expenses and revenues (3) Copies of reports or returns filed (4) proof ROI is within State & Federal limitations</p> <p>Franchisee is non-transferable without approval of Council, but Franchisee may pledge real or personal property for valid debt or mortgage</p>	<p>Prior to hiring rate consultants the Franchisee can submit to City documents supporting rate change not limited to (1) cost of investment (2) applicable expenses and revenues (3) Copies of reports or returns filed (4) proof ROI is within State & Federal limitations</p> <p>Franchisee is non-transferable without approval of Council, but Franchisee may pledge real or personal property for valid debt or mortgage</p>	<p>City pays (minimal fee ~ \$200 - \$300 annually) to be part a Steering Committee which reviews potential rate increases</p>
<p>Claims</p> <p>Before City shall potentially be liable for damages due to property destruction, death, personal injuries Mayor or Council must be provided with notice in writing w/in 45 days providing all details</p> <p>City is not liable for damages, injuries, defects, etc in connection with any sidewalk in the City</p> <p>City is not liable for anything in connection with a public place, street or alley until it can be shown a person in employ of the City who oversees those areas received notice of item causing the issue was received a sufficient length of time prior to the instance.</p>	<p>Before City shall potentially be liable for damages due to property destruction, death, personal injuries Mayor or Council must be provided with notice in writing w/in 90 days providing all details</p> <p>All legal process against City shall be served upon City Secretary</p>	<p>Before City shall potentially be liable for damages due to property destruction, death, personal injuries Mayor or Council must be provided with notice in writing w/in 90 days providing all details</p> <p>All legal process against City shall be served upon City Secretary</p>	
<p>Personal Interest in City Contract</p> <p>Violation is cause for removal from office</p>			<p>No officer or employee (without disclosure of such interest to City Council or Procuring Officer) shall have a financial interest (direct or indirect) in any contract or agreement with the City.</p>

<p>Nepotism</p> <p>No person who is related to a member of Council, Mayor or City Administrator within the first degree shall be appointed to any office, clerkship or other paid position w/in the City</p> <p>Exception to the above, are officers or employees who have been employed by the City continuously for > 2 yrs prior to the election or appointment of such city official</p>	<p>No person who is related to a member of Council, Mayor or City Administrator within the second degree by affinity or third degree by consanguinity shall be appointed to any office, clerkship or other paid position w/in the City or contracted therewith</p>	<p>No person who is related to a member of Council, Mayor or City Administrator within the second degree by affinity or third degree by consanguinity shall be appointed to any office, clerkship or other paid position w/in the City or contracted therewith unless person is a seasonal or intern of the City</p>	<p>NA</p>
<p>Transition period post Charter Adoption</p> <p>Individuals filling elective or appointed positions at time of Adoption, that are retained under the Charter, may continue to fill those positions for their Term</p>		<p>As relates to Term Limits; no service prior to the adoption of the Charter shall count against Term limits</p>	<p>NA</p>
<p>Charter Review Commission</p> <p>Charter to be reviewed every 4 years</p> <p>Commission to consist of 5 citizens</p>	<p>Charter to be reviewed every 5 years</p> <p>Charter can be amended but not more often than once every 2 years</p>	<p>Charter Review Commission at least every 10 years</p> <p>Consist of 10 citizens</p>	<p>NA</p>

<p>Commission to determine if any amendments desirable to improve compliance and / or effective application to current conditions</p> <p>Commission may hold public hearings, compel attendance by any officer or employee of the City and may require submission of any records which it deems necessary for that meeting</p> <p>Term of the Commission is 6 months; if no report presented to Mayor & Council w/in Term than all records of proceedings shall be made of public record</p> <p>Report from Commission shall be published in Official Newspaper</p> <p>Mayor & Council to review any report submitted and determine what if anything should be put in front of the voters</p>		<p>Commission to determine if any amendments desirable to improve compliance and / or effective application to current conditions</p> <p>Commission may hold public hearings, compel attendance by any officer or employee of the City and may require submission of any records which it deems necessary for that meeting</p> <p>Term of the Commission is 6 months; if no report presented to Mayor & Council w/in Term than all records of proceedings shall be made of public record</p> <p>Report from Commission shall be published in Official Newspaper</p> <p>Citizens like Initiative, Referendum, Recall can also Petition to amend the Charter. The Petition must be signed by the lesser of 5% of registered voters or 20k registered voters</p>	
<p>Charter Submission to Voters</p> <p>Charter must be presented in its entirety</p> <p>Presented at an election between 40 & 90 days after completion of the work of the Charter Commission</p> <p>At least 30 days prior to a vote by the Citizens, City Secretary to mail a copy of the proposed Charter to each qualified voter (per the tax collector's role)</p>	<p>Charter must be presented in its entirety</p>	<p>Charter must be presented in its entirety</p>	<p>NA</p>



2020

JANUARY

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

MAY

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

SEPTEMBER

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

HRCC – 2nd Tuesday, 7PM

January 14, 2020

February 11, 2020

March 10, 2020

April 14, 2020

May 12, 2020

June 9, 2020

July 14, 2020

August 11, 2020

September 8, 2020

October 13, 2020

November 10, 2020

December 8, 2020

FEBRUARY

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

JUNE

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

OCTOBER

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

MARCH

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JULY

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

NOVEMBER

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

APRIL

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

AUGUST

S	M	T	W	T	F	S
					1	
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

DECEMBER

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Home Rule Charter Commission (HRCC)

City of Parker Preamble

The City of Parker, incorporated in 1969, provides a uniquely country style of living which distinguishes Parker from the surrounding communities. The minimum acreage/single family housing, rural community without the impact of commercial businesses gives Parker a country living feel while within the DFW multiplex. As the reputation and prestige for the City of Parker has expanded, the citizenship has grown. So have the needs of the citizens, as well as the desire to maintain the uniquely country living style for the city, now and into the future. This desire is reflected in the vote of the citizens of the City of Parker to incorporate the following Home Rule Charter to establish the parameters of rule for the benefit of the city and all who call Parker home. Therefore, we the citizens of the City of Parker, Texas, under the authority granted by the constitution and laws of the State of Texas, in order to secure the benefits of self-government and to provide an effective, responsive, and responsible government, and hereby adopt this home rule charter as the foundation for our City Government.

- Very similar among cities listed
- Very similar among 2 or more cities (other than "powers by on form of government")
- Was to be verified
- NA as it relates to Parker currently

City	Katy	Lucas	Prosper	Parker
Form of Government	Mayor/Council/Administrator	Council / Manager	Council / Manager	Mayor/Council/Administrator (Administrator is a discretion of Mayor; not required)
Powers / Duties of the Mayor	<p>As conferred upon by Council As provided in Charter</p> <p>Serve as Chief Exec and Administrator of the City</p> <p>Appoint individuals to all Boards created by the Charter</p> <p>Remove Board appointees w/o Council</p> <p>Have all laws & ordinances enforced</p> <p>Preside at all City Council Meetings Head for Ceremonial, Civil, Emergency & Military Purposes</p> <p>Appoint Heads of Depts (plus Secretary, Treasurer, Election Officials plus those listed below) subject to confirmation by Council</p>	<p>As provided in Charter</p> <p>Sign all ordinances, resolutions, capital improvements, contracts, bonds issued and such other documents authorized by Council</p> <p>Preside at all City Council Meetings Head for Ceremonial, Civil, Emergency & Military Purposes</p>	<p>Sign all ordinances, resolutions, capital improvements, contracts, bonds issued and such other documents authorized by Council</p> <p>Preside at all City Council Meetings Head for Ceremonial, Civil, Emergency & Military Purposes</p>	<p>Serve as Chief Exec and Administrator of the City</p> <p>Council & Mayor reviews the applicants; Council votes as to who is on Board (in practice)</p> <p>Do not know current General Law Req.</p> <p>Have all laws & ordinances enforced</p> <p>Preside at all City Council Meetings Head for Ceremonial, Civil, Emergency & Military Purposes</p> <p>Parker Mayor & a 2 person subcommitte to recommend to Council Heads of Dept to be voted on by Council</p>



Katy

Parker

Mayor & or any Council Member may seek to remove Board appointees w/ majority Council Approval

Parker Mayor & a 2 person subcommitte to recommend to Council Heads of Dept to be voted on by Council

Powers / Duties of the Council

<p>Remove or Suspend Heads of Depts and/or Employees w/o Council Approval (see under "Meetings of Council" ability for Council to overturn)</p> <p>Appoint City Administrator subject to confirmation by Council (may not be terminated by Mayor unless due to agreement or cause)</p> <p>Appoint City Attorney subject to confirmation by Council</p> <p>Appoint Judge of Municipal Court subject to confirmation of Council</p> <p>Administrative control over all Depts</p> <p>Can move employees(not Heads) from one Dept to another</p> <p>Prepare and submit Annual Budget</p> <p>Keeps Council fully advised of financials and needs of City Power to settle all claims & lawsuits w/o Council if \geq\$5k</p> <p>Delegate duties to City Administrator as deemed necessary</p>			<p>Appoint Heads of Depts (plus Secretary, Treasurer, Election Officials plus those listed below). Current practice is to discuss w/ Council but not required</p> <p>Remove (Terminate) or Suspend Heads of Depts and/or Employees w/o Council Approval</p> <p>Appoint City Administrator w/o Council Approval</p> <p>Appoint City Attorney; in practice involve Council but not required</p> <p>Appoint by majority vote of Council Administrative control over all Depts Set up the compensation of all Staff</p> <p>Can move any employees(including Heads) from one Dept to another Prepare and submit Annual Budget along w/ proposed tax rate Keeps Council fully advised of financials and needs of City (iin practice: does in conjunction w/ Finance Director)</p> <p>Power to settle all claims & lawsuits w/o Council Delegate duties to City Administrator as deemed necessary Responsible for Personnel Policies</p>	<p>Mayor may Suspend Dept Heads subject to Council & Legal approval. Staff can be removed by Dept Heads</p>
<p>Adopt Annual Budget Authorize issuance of bonds</p>	<p>Adopt Annual Budget Authorize issuance of bonds</p>	<p>Adopt Annual Budget</p>	<p>Authorize issuance of bonds</p>	

Adopt & modify zoning and building codes	Adopt & modify zoning and building codes	Adopt & modify zoning and building codes	Adopt & modify zoning and building codes
Adopt & modify Official Map of the City Determines the compensation of the Mayor	Adopt & modify Official Map of the City	Adopt & modify Official Map of the City	Adopt & modify Official Map of the City
	May by ordinance establish reasonable compensation; such compensation to remain unchanged until next regular election		
	Establish by ordinance standards and policies regarding reimbursement of reasonable expenses	Establish by ordinance standards and policies regarding reimbursement of reasonable expenses	
	Appoint or remove City Manager, Municipal Judge, City Secretary & City Attorney by super majority vote (5 affirmative votes)		Upon nomination/recommendation, appoints Municipal Judge, City Prosecutor, Municipal Court Clerk. Terms run concurrently with the Mayor.
		Appoint or remove City Manager, Municipal Judge, (not Secretary - see City Manager) & City Attorney by majority of full Council	
Set compensation for all City Officials appointed by Council	Set compensation for all City Officials appointed by Council	Set compensation for all City Officials appointed by Council	
Create Boards and appoint people to the Boards upon recommendation of Mayor	Appoint individuals to all Boards created by the Charter		
		Create, establish such Boards, Commissions and Committees deemed desirable and by ordinance or resolution prescribe the purpose, composition, function, duties, accountability and tenure of each	Create, establish such Boards, Commissions and Committees deemed desirable and by ordinance or resolution prescribe the purpose, composition, function, duties, accountability and tenure of each
	After considering recommendation of City Manager, create, change, merge or abolish offices, departments or agencies of the City and contract for services	After considering recommendation of City Manager, create, change, merge or abolish offices, departments or agencies of the City and contract for services	
	Authority to pass emergency ordinances and resolutions to protect health, safety and well being of City		

		<p>Authority to pass emergency ordinances and resolutions to protect health, safety and well being of City, but cannot involve borrowing of money unless otherwise allowed in the Charter</p>	
<p>Prescribe by Ordinance and regulations and rules the operation for each Dept</p>	<p>Retain Special Council as needed - inclusive of collecting delinquent taxes</p>	<p>Retain Special Council as needed - inclusive of collecting delinquent taxes</p>	<p>Prescribe by Ordinance the policies for the city and its operations. (Council establishes policies; Mayor causes the policies to be carried out)</p>
	<p>Enact resolutions and ordinances Adopt a fiscal reporting policy which provides for not less than quarterly reporting</p>		
<p>Regulate, license & fix charges or fares any vehicles for transportation of freight or passengers within the City Establish fire limits (ex: building structure limits) and condemnation of dangerous structures</p>	<p>Regulate, license & fix charges or fares any vehicles for transportation of freight or passengers within the City Establish fire limits (ex: building structure limits) and condemnation of dangerous structures</p>	<p>Regulate, license & fix charges or fares any vehicles for transportation of freight or passengers within the City Establish fire limits (ex: building structure limits) and condemnation of dangerous structures</p>	<p>Sets fee schedule, as well as building codes and zoning codes</p>
<p>Provide sanitary sewer and water systems Provide for garbage disposal services, fees & penalties to pay such fees</p>	<p>Provide sanitary sewer and water systems</p>		<p>Provide sanitary sewer and water systems Provide for garbage disposal services, fees & penalties to pay such fees</p>
<p>Exercise exclusive dominion, control and jurisdiction of streets and public grounds and improvement thereof</p>	<p>Exercise exclusive dominion, control and jurisdiction of streets and public grounds and improvement thereof</p>		<p>Exercise exclusive dominion, control and jurisdiction of streets and public grounds and improvement thereof</p>
<p>Compromise & settle claims and lawsuits</p>		<p>Compromise & settle claims and lawsuits</p>	
<p>Approve contracts for supplies, materials and equipment and services. (if exceeding amount authorized by State based on size & population) after proper posting & competitive bids</p>	<p>Approve contracts for supplies, materials and equipment and services. (if exceeding amount authorized by State based on size & population) after proper posting & competitive bids</p>		
<p>if Mayor vetos a measure passed by Council; at the next Meeting Council may override that veto by the affirmative vote of at least 3 Council Members present at which point Mayor cannot veto again If Officer or Employee is Suspended they may file a petition with Council; 3 Council members or more after hearing may remove the suspension with reinstatement being final</p>			

**City Administrator /
Manager**

Establish run off date for elections, if needed

Designate voting system for casting and processing votes at Elections

Transfer any unencumbered appropriation balance from one office, dept or agency to another

Power under provisions of State Law to levy, access and collect an annual tax on real & personal property within the City

Designate voting system for casting and processing votes at Elections

Transfer any unencumbered appropriation balance from one office, dept or agency to another

Power under provisions of State Law to levy, access and collect an annual tax on real & personal property within the City

Select Depository for City Funds in accordance w/ State Law

Designate items to appear on future agenda

Select Depository for City Funds in accordance w/ State Law and rules over prompt deposits

No Mayor or Council member eligible for 24 mos following leaving their post

If City Administrator leaves this position can be held by a qualified person for up to 90 days unless extended by Council

In absence of City Manager Council may designate a qualified administrative officer to perform Manager duties

Note: No stated "qualifications" denoted in Charter

Term & Compensation set by Council by written contract

Term not to extend beyond the end of the fiscal year of the first odd numbered calendar year after year appointed (meant to coincide w/ next Mayoral election)

Authority (w/ Mayor approval) to appoint, transfer and remove Administrative employees except Police, Fire, Ambulance

Assist Mayor in preparing Annual budget

Assist Mayor in preparing & submitting report on finances and admin activities of the City

May be appointed for an indefinite Term

Appoint the Municipal Court Clerk

Appointment and supervision of all employees under the City Manager

Appointment of all employees under the City Manager

	<p>Unless otherwise stated in Charter all departments, offices and agencies shall be under the direction and supervision of the City Manager</p> <p>With consent of Council, City Manager may serve as head of one or more of City's departments, offices or agencies or appoint one person as head of two or more of them.</p>	
<p>Appointment of finance director</p> <p>Suspend, remove at will employees</p> <p>Council (inclusive of Mayor) must deal "solely" with the City Manager in regards to his/her staff</p>	<p>Suspend, remove at will employees</p> <p>Council (inclusive of Mayor) must deal "solely" with the City Manager in regards to his/her staff</p>	
<p>Council (inclusive of Mayor) cannot direct or request appointment or removal any person under control of City Manager</p>	<p>Council (inclusive of Mayor) cannot direct or request appointment or removal any person under control of City Manager but can at a meeting called for that purpose</p>	
<p>Council (inclusive of Mayor) shall not give orders to any subordinate of City Manager either publicly or privately; violation of this can lead to removal from office under a majority vote by Council after a public hearing</p> <p>Provide all laws and ordinances of the City are enforced</p>	<p>Council (inclusive of Mayor) shall not give orders to any subordinate of City Manager either publicly or privately; violation of this can lead to removal from office under a majority vote by Council after a public hearing</p> <p>Provide all laws and ordinances of the City are enforced</p>	
<p>Oversee maintenance of and public information requests for records</p> <p>Prepare and recommend an annual budget and capital improvement projects</p>	<p>Prepare and recommend an annual budget and capital improvement projects by the 15th of August</p>	
<p>Administer and execute the annual budget</p> <p>Attend all Council meetings w/ right to take part in the discussion</p> <p>Provide in Council meeting at least quarterly the financial conditions and future needs of the City</p>	<p>Administer and execute the annual budget</p> <p>Attend all Council meetings w/ right to take part in the discussion</p> <p>Provide in Council meeting at least quarterly the financial conditions and future needs of the City</p>	<p>Attend all Council meetings w/ right to take part in the discussion</p>
<p>May identify in his/her absense a qualified city employee to exercise his/her duties in the event of temporary absense</p>		

Prepare Personnel Rules and present to Council for approval or amendment and should include establishing town as Equal Opportunity Employer as well as pay & benefit plan for all City's employment positions, working hours, attendance policy, sick and vacation leave, hearing and adjudication of grievances, evaluation procedures and giving and receiving of gifts by City employees

Authority to contract for expenditures w/out further approval by Council for all budgeted items not exceeding limits set by Council
Present monthly a financial report to Council